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Approved For Release 2001/08/09 : CIA-RDP78-05747A000100170068-7

ILLEG B

## REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

25X1A

TO:

Comptroller

FROM:

Chief, Finance Division

ALLOTMENT SYMBOL

PAY PERIOD		ESTIMATED NUMBER	
BEGINNING	ENDING	HOURS	EMPLOYEES
29 October 1961	11 November 1961	4	1
12 November 1961	25 November 1961	3	1

## JUSTIFICATION

INDICATE CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

25X1A9a

Overtime performed in the field by Mr. [REDACTED] who is on TDY.

REV 56	REV DATE 19/03/80	BY 018995
ORIG COMM 38	OPI 38	TYPE 05
ORIG CLASS S	PAGE 1	REV CLASS C
JUST 22	NEXT REV 20/10	AUTHI MR 10-2

To Fiscal Div w/ T+ A  
1-12-62

DATE 25X1A9a	TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable)	
CONCURRENCE (if applicable)		
TYPED NAME AND SIGNATURE OF DIVISION CHIEF [REDACTED]		TYPED NAME AND SIGNATURE OF OFFICIAL [REDACTED] 25X1A
Deputy Chief, Finance Div.		E. R. Saunders, Comptroller
DATE CONCURRED 10 January 1962	DATE AUTHORIZED	

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1 JAN 1962